

**A RESOLUTION
BY FINANCE/ EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH CAVANAUGH MACDONALD CONSULTING, LLC., FOR FC-6006007891, ACTUARIAL STUDY FOR POST EMPLOYMENT BENEFITS OTHER THAN PENSION, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED SEVENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$75,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 524001 (CONSULTANT/ PROFESSIONAL/ SERVICES) T31001 (UNALLOCATED FUND WIDE SERVICES); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City") solicited Requests for Proposals for qualified actuarial firms for FC-6006007891, to complete and actuarial study of Post- Employment Benefits Other Than Pensions; and

WHEREAS, said study is required to comply with the Governmental Accounting Standards Board Statement Numbers 43 and 45; and

WHEREAS, Cavanaugh MacDonald Consulting, LLC was determined to be the most responsive and responsible proponent; and

WHEREAS, the Chief Financial Officer and the Chief Procurement Officer have recommended that the contract for FC-6006007891, Actuarial Study for Post Employment Benefits other than Pension, be awarded to Cavanaugh MacDonald Consulting, LLC for a period of three (3) years with two (2) one (1) year renewal options at the sole discretion of the City, in an amount not to exceed Seventy Five Thousand Dollars and No Cents (\$75,000.00) per year.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor be and is hereby authorized to enter into an appropriate contractual agreement with Cavanaugh MacDonald Consulting, LLC for FC-6006007891, to complete an actuarial study of Post Employment Benefits Other Than Pensions, on behalf of the Department of Finance, in an amount not to exceed Seventy Five Thousand Dollars and No Cents (\$75,000.00) per year.

BE IT FURTHER RESOLVED, that said study is to be completed in compliance with the Governmental Accounting Standards Board Statement Numbers 43 and 45.

BE IT FURTHER RESOLVED, that said agreement shall be for a period of three (3) years with two (2) one (1) year renewal options at the sole discretion of the City of Atlanta.

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby directed to prepare the appropriate contractual agreements for execution by the Mayor.

BE IT FURTHER RESOLVED, that said contractual agreement shall not become binding upon the City, and the City shall incur no liability upon the same until such contract is approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

BE IT FINALLY RESOLVED, that all contracted work shall be charged to and paid from fund account and center number 1A01 (General Fund) 524001 (Consultant/ Professional/ Services) T31001 (Unallocated Fund Wide Services).



CITY OF ATLANTA
DEPT. OF PROCUREMENT

2006 AUG 16 AM 11:02

CITY OF ATLANTA

Shirley Franklin
Mayor

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
howens@atlantaga.gov

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Hubert Owens, Director
Mayor's Office of Contract Compliance

RE: **Bid Recommendation for FC 6006007891, Actuarial Study for Post Employment Benefits Other Than Pensions (RFP)**

DATE: August 16, 2006

The Office of Contract Compliance has reviewed the two bids for minority and female business enterprise participation. Both bidders are eligible under Section 2-1449(a)(2)(C) of the Equal Business Opportunity (EBO) Code of Ordinances. However, only one bidder has been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs as indicated below:

Cavanaugh MacDonald Consulting, LLC

Corbin and Associates, Inc.

Participation Total

AABE 35%

35%

The Segal Company (East), Inc.

No subcontractors listed

Participation Total

0%

0%

Non-responsive

If you have questions, please contact me at (404) 330-6010 or Tracy F. Reed at (404) 330-6011.

cc: File
Elsa Castro, DOP

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): Simone D. Brathwaite *ND Brathwaite*

Contact Number: x 6310

Originating Department: Department of Finance

Committee(s) of Purview: Finance/ Executive

Council Deadline: August 14, 2006

Committee Meeting Date(s): August 29-30, 2006 Full Council Date: September 5, 2006

Commissioner Signature *Janice D. Davis* Janice D. Davis

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH CAVANAUGH MACDONALD CONSULTING, LLC., FOR FC-6006007891, ACTUARIAL STUDY FOR POST EMPLOYMENT BENEFITS OTHER THAN PENSION, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED SEVENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$75,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 524001 (CONSULTANT/ PROFESSIONAL/ SERVICES) T31001 (UNALLOCATED FUND WIDE SERVICES); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: \$75,000.00 per year

Mayor's Staff Only

Received by Mayor's Office: 8.15.06 *[Signature]* Reviewed by: _____
(date) (date)

Submitted to Council: _____
(date)



SHIRLEY FRANKLIN
Mayor

CITY OF ATLANTA
DEPARTMENT OF LAW
SUITE 4100 • CITY HALL TOWER
68 MITCHELL STREET, S.W., ATLANTA, GEORGIA 30303-3520
TELEPHONE: (404) 330-6400

LINDA K. DISANTIS
City Attorney

MEMORANDUM

TO: GREG PRIDGEON, CHIEF OF STAFF
FROM: SIMONE D. BRATHWAITE, ASSISTANT CITY ATTORNEY
DATE: AUGUST 17, 2006
SUBJECT: RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CAVANAUGH MACDONALD.

Good afternoon Mr. Pridgeon,

On Monday August 14, 2006, I submitted a resolution authorizing the City to enter into a contract with Cavanaugh Macdonald. I did not receive the attached letter from the Office of Contract Compliance until yesterday, therefore I was unable to include it as a part of the package that was submitted to you earlier this week. I am requesting that the letter be attached to the resolution for the Cavanaugh-Macdonald contract.

Thank you.



CITY OF ATLANTA
DEPT. OF PROCUREMENT

2006 JUL 20 AM 11:52

CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

DEPARTMENT OF FINANCE
68 MITCHELL STREET, S. W., SUITE 11100
ATLANTA, GEORGIA 30335-0312
VOICE (404) 330-6430 FAX (404) 658-6667

JANICE D. DAVIS
CHIEF FINANCIAL OFFICER

To: Elsa Castro
Procurement Department

From: Ray Zies *Ray Zies*
Controller

Date: July 19, 2006

Subject: FC 6006007891, Actuarial Study for Post Employment Benefits Other than Pensions

Based on their response to the question, the evaluation committee would like to recommend that we award the contract to Cavanaugh Macdonald Consulting, LLC for the actuarial Study for Post Employment Benefits Other than Pensions, FC 6006007891.

**Department of Procurement
Legislative White Paper**

Committee of Purview:
Finance/Executive

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH CAVANAUGH MACDONALD CONSULTING, LLC., FOR FC-6006007891, ACTUARIAL STUDY FOR POST EMPLOYMENT BENEFITS OTHER THAN PENSION, ON BEHALF OF THE DEPARTMENT OF FINANCE, IN AN AMOUNT NOT TO EXCEED SEVENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$75,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER 1A01 (GENERAL FUND) 524001 (CONSULTANT/ PROFESSIONAL/ SERVICES) T31001 (UNALLOCATED FUND WIDE SERVICES); AND FOR OTHER PURPOSES.

Council Meeting Date:

Legislation Title: Contract Agreement between Cavanaugh MacDonald Consulting, LLC. and the City FC-6006007891

Requesting Dept.: Finance

Contract Type: Actuarial Study for Post Employment Benefits other than Pension

Source Selection: RFP

Bids/Proposals Due: April 19, 2006

**Number of Bids/
Proposals Received:** Two (2)

Bidders/Proponents: 1) Cavanaugh MacDonald Consulting, LLC.
2) The Segal Company

Justification Statement: Based on the information submitted and the evaluation criteria established for this project, the most responsible and responsive proponent is Cavanaugh MacDonald Consulting, LLC.

Background: Contractor will aid the City to complete an actuarial study of post employment benefits other than pension. This study needs to comply with Governmental Accounting Standards Board ("GASB") 43 (Financial Reporting for Post Employment Benefit Plans Other Than Pension Plans) and 45 (Accounting and Financial Reporting by Employers for Post Employment Benefits Other Than Pensions).

Fund Account Center:

Source of Funds: N/A

Fiscal Impact:

Term of Contract: Three (3) years with two (2) one (1) year renewal options at the City's sole discretion.

Approvals:

DOF: YES

DOL: YES

*** PROPOSALS RECEIVED ***

ELSA D. CASTRO
CONTRACTING OFFICER

PROJECT TITLE: ACTUARIAL STUDY FOR POST
EMPLOYMENT BENEFITS OTHER THAN PENSION

FC-6006007891

DATE: APRIL 19, 2006

TOTAL # OF PROPOSALS: TWO (2)

PAGE 1 OF 1

PROPOSAL		PROPOSAL	PROPOSAL
PROPOSAL		PROPOSAL	PROPOSAL
CAVANAUGH MACDONALD CONSULTING, LLC	665 MOLLY LANE, SUITE 150 WOODSTOCK, GA 30189	ONE BOX	
THE SEGAL COMPANY	2018 POWERSFERRY ROAD, SUITE 850 ATLANTA, GA 30339	ONE BOX	

REQUISITION

REQUISITION NUMBER

T3106500

BUY ENTITY

CONT

REQUESTER I.D.

481

SHIP-TO CODE

FAC

1A01

524001

T31001

FUND
(COMPANY)

ACCOUNT

CENTER

DATE NEEDED:

LINE #	ITEM NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	ESTIMATED AMOUNT
1	9460500	Actuarial Study for Post Employment Benefits other than Pension	1	EA	75,000.00	75,000.00
						0.00
						0.00
						0.00
						0.00
						0.00
						0.00
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						0.00
						0.00
						0.00

TOTAL

\$ 75,000.00

SUGGESTED VENDOR Cavanaugh Macdonald Consulting, LLC

VENDOR NUMBER _____

DEPARTMENT _____

BUREAU _____

CONTACT PERSON _____ DATE COMPLETED _____ PHONE NUMBER _____

The undersigned certifies that funds are available at the budget adoption level for all items.

AUTHORIZED SIGNATURE _____		DATE _____		COMPUTER EQUIPMENT APPROVE <input type="checkbox"/> DISAPPROVE <input type="checkbox"/>	
DOP USE ONLY	BUYER ID _____	FINANCE USE ONLY	DIT USE ONLY		
REQ ENTERED BY _____		FAC APPROVAL _____		SIGNATURE _____	
SIGNATURE _____		SIGNATURE _____		SIGNATURE _____	
DATE _____		DATE _____		DATE _____	